

# Cadet Programs Today

Bulletin for the Leaders of America's Finest Youth

October 2003

**Annual  
Scholarship  
Issue**

See page 3

## Civic Leadership Academy to kick-off in February '04

Politics. It's more than campaigning for office: A political life is one of public service. The political sphere includes how people exercise their freedom, cooperate to help one another, and govern themselves and their world.

The Cadet Civic Leadership Academy, CAP's newest national cadet special activity, aims to foster cadet officers' civic growth by increasing their leadership skills, sense of civic responsibility, and overall interest in the democratic process.

Not your average field trip to Washington, the academy is an opportunity for 24 of CAP's brightest cadets to explore their government and learn how the three federal branches and the media inter-relate. Cadets will

**"Not your average  
Washington DC field trip."**

increase their abilities to lead persuasively, articulate a well-reasoned message, and develop a consensus for their position.

Culminating with the CAP Legislative Day, CCLA cadets will meet with Congressional leaders to help them better understand CAP's worth to America.

During their week in Washington, cadets will visit the Capitol, Supreme Court, legislative offices, plus major national monuments and the Air & Space Museum.

To help compensate for the cadets' absences from school, the academy will include a final project. Each cadet will demonstrate their understanding of the political process and the leadership qualities and techniques that are vital to the success of America's experiment in self-government.



### How to Apply

#### ACTIVITY LOCATION & DATES

Washington DC, 28 Feb – 6 Mar 2004

#### ACTIVITY FEE

\$200 includes academy materials, meals, and lodging

#### ELIGIBILITY REQUIREMENTS

1. Have earned the Billy Mitchell Award
2. Age 16 or older
3. Earhart cadets & COS/RCLS graduates are preferred

#### APPLICATION PROCESS

Because the academy is held during the spring and therefore is out-of-cycle with the other national cadet special activities, cadets will apply using the following special procedures:

1. Submit to HQ CAP a completed CAPF 31, endorsed by the squadron and wing commander.
2. Include an email address that will remain valid through March 2004.
3. Also include a 1-page resume outlining experience in four areas: emergency services, aerospace education, cadet programs, and community service.

4. Mail completed applications to: HQ CAP/LMPD, Attn: Civic Leadership, 105 S Hansell St, Maxwell AFB, AL, 36112. Or, fax the application to 334.953.6699.
5. All applications must be received at HQ CAP by 21 Nov.

#### SELECTION PROCESS

1. HQ CAP will collect and screen all applications and forward them by 26 November to the region commanders.
2. Region commanders will select three cadets to participate and notify HQ CAP by 15 December.
3. HQ CAP will notify all primaries and alternates by 20 December via email. The announcement will include travel information, a packing list, phone numbers, etc.
4. Cadets selected as primaries must pay a \$100 deposit by 15 January. Do not send money with applications. The remainder of the activity fee is due 15 February.

## HQ welcomes new program manager

The Cadet Programs team has a new assistant program manager, Edward Witherspoon

Ed will be managing the cadet orientation flight program and providing administrative support to over thirty national cadet activities.

A retired Air Force lieutenant colonel, Ed was last assigned as director of operations at HQ AFJROTC. Also during his career, he commanded the 42nd Mission Support Squadron.

Ask him why he is at CAP, Ed will simply reply, "To continue working with kids and try to make a difference."

Welcome to the team, Ed!



**Edward Witherspoon**  
Assistant Program Manager

**JUNE JULY AUGUST | What will you do next summer?**  
Watch for the National Cadet Special Activity announcement in our next issue.

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Curt LaFond, Editor

## New CAC guide released

What advice can we offer the cadets who advise us?

For starters, have them read the new CAPP 52-19, *Cadet Advisory Council Guide*.

Developed largely by the National CAC and field-tested by several wing and region CACs, the new guide is an optional resource that representatives and senior advisors should find helpful.

The guide focuses on helping CACs advise their echelon commander while serving their fellow cadets. Topics include:

- The function of an advisory council;
- Roles and responsibilities of representatives, officers, and seniors;
- Suggested topics for CACs;
- How to plan and conduct CAC meetings;
- How to create an agenda and take minutes;
- How to develop written recommendations for the echelon commander.

Not just for cadets, the guide also contains suggestions for unit commanders, CAC echelon commanders, and the seniors who serve as CAC advisors.

Another benefit of the pamphlet is that it can save CACs the trouble of developing operational instructions of their own, thereby enabling them to focus on serving the echelon.

HQ CAP will mail a *CAC Guide* to all units in October. The pamphlet is also available at [www.cap.gov](http://www.cap.gov).



Tired of all that paper?

Thanks to Colorado's 1st Lt Dennis Van Der Vieren, squadrons can now manage member records electronically.

Using a MS Access database, 1st Lt Van Der Vieren developed an application that can track membership renewals, testing, promotions, emergency services training, and perform other functions. His "Squadron Management Database" is sure to be a time-saver and effective tool for leaders who prefer the keyboard to the pen.

For more information, email [VanDerVieren@qwest.com](mailto:VanDerVieren@qwest.com).

► Do you have an idea for Crosstalk? Email [clafond@cap.gov](mailto:clafond@cap.gov).



## Daedalians award scholarships

It's full throttle for five exceptional CAP cadets.

Through the generosity of the Daedalian Foundation, a fraternal organization of military pilots, five cadets are each receiving a \$2,100 flight scholarship to help them earn their private pilot's certificate.

Named for Maj Gen Lucas V. Beau, the scholarships honor the memory of CAP's national commander during WWII.

The 2003-04 scholarship recipients are:

Cadet Bobby Brown New York  
Cadet Kevin Christner New York  
Cadet Joseph Curran Illinois  
Cadet Alex Kaszynski New Hampshire  
Cadet Grady Sponaugle Colorado

Nearly thirty cadets from around the country applied for the scholarship. Competition was fierce—congratulations, winners!

For more information about the scholarship, including application procedures, see page 5.

## FCU program changes to outfit more cadets with uniforms

Last year was the best year ever for the free cadet uniform program. Over 8,000 cadets, or roughly two-thirds of all cadets who joined during the year, received an Air Force-style uniform at no cost to them.

To help outfit more cadets with a uniform, the NEC voted that the FCU will no longer include shoes, which had accounted for over one-third the cost of the FCU program. That will enable another 3,000 cadets to receive an Air Force-style blue short-sleeve shirt, trousers or a skirt, belt, and flight cap.

AFJROTC units may be able to supply shoes to CAP squadrons, as well as DRMO and other military sources. In some cases, combat boots are authorized for wear with the blue uniform. Cadets may also purchase shoes at retail stores, mail order catalogs, and through CAPMart. (See CAPP 39-1 for the specifics about authorized footwear.)

HQ CAP and CAP-USAF leaders are continuing to search for additional funds to support the FCU program.

INITIATIVE | ACHIEVEMENT | SERVICE  
**The Congressional Award**

**YOU DON'T WIN IT.**

**YOU EARN IT.**

SEE CONGRESSIONALAWARD.ORG | ALSO SEE CAPP 52-5 AT CAP.GOV

# SCHOLARSHIPS - APPLY TODAY!

*Thousands and Thousands of Dollars Available for School and Flying*

**FREE MONEY FOR SCHOOL AND FLYING-** It doesn't get any simpler than that! Each year, Civil Air Patrol provides academic and flight scholarships to deserving cadets and seniors who meet eligibility requirements. Over \$200,000.00 is available. Many of the scholarships go unused – apply today!

**New this year**, members may track their application's status on-line in the Cadet Programs section's scholarship page at [www.cap.gov](http://www.cap.gov). Applications will still be submitted via U.S. Mail, as that remains the best way to send test scores, letters of reference, etc. Some of the benefits of the new on-line system include:

- **User-Friendly.** Members may check their application's status to see when it was received and note whether it is complete or incomplete.
- **Manager-Friendly.** Unit commanders and Directors of Cadet Programs at every level may monitor applications from members in their units.
- **Saves Money.** By reducing the need to correspond with applicants via U.S. Mail, CAP saves money and provides better service, especially to members who change their mailing address.

## Basic Eligibility Criteria

The following criteria applies to all scholarships, unless noted otherwise in the various scholarship announcements found below:

1. Be a current CAP member;
2. Have earned the Billy Mitchell Award or attained the Senior Rating in the Cadet Programs Officer Specialty Track;
3. Possess and maintain an academic and discipline standard acceptable to the school;
4. Be enrolled in a full-time course of study during the academic year for which the scholarship is awarded.

Your accomplishments.

Your dedication.

Your professionalism.

*It's you.*

Your application is how you introduce yourself to the scholarship committee. Make yours neat and complete.

## Basic Application Procedures

The following application procedures apply to all scholarships, unless noted otherwise in the various scholarship descriptions listed in the announcements below:

**1. APPLICATION FORM.** Submit to HQ CAP a completed CAPF 95, *Application for CAP Scholarship*, endorsed by the squadron and wing commander. Attach transcripts, test scores, etc., as specified on the reverse of the CAPF 95.

To help ensure application materials remain together, send the application, transcripts, etc., as a single packet; avoid sending HQ CAP multiple mailings, if at all possible.

When applying for multiple scholarships, submit a completed CAPF 95 and the required supporting documents for each. In such cases, it is sufficient to send photocopies of official transcripts, provided that the original transcripts are included with one of the application packages.

**2. DEADLINE.** Send application packages to the address below, **postmarked by 31 January 2004**. Late and incomplete applications will not be considered.

HQ CAP / LMPN

Attn: Scholarship Committee

105 S Hansell St

Maxwell AFB AL 36112-6332

**3. APPLICATION STATUS.** Upon receipt, HQ CAP reviews each application for completeness and notifies members of their application's status via the Web.

About two weeks after mailing an application to HQ CAP, visit the CAP scholarship webpage to check the application's status. This webpage will indicate whether the application has been accepted as complete, or what documents are needed to complete the application.

The CAP scholarship webpage is located in the Cadet Programs section at [www.cap.gov](http://www.cap.gov). No special code is needed to access the webpage, but applications are sorted by wing and CAPID (individual names are not listed).

It is the applicant's responsibility to submit all application materials on time and to verify their application's status via the scholarship webpage. Members who do not have Web access in their home are encouraged to access the Web at a public library or a friend's home.

Incomplete and illegible applications will not be considered.

The scholarship webpage will also be used to announce scholarship winners by 28 February. Checks will be mailed to each scholarship recipient's home address by 31 March.

**4. ACCOUNTABILITY.** If requested, scholarship recipients must provide HQ CAP with a record of all academic work completed while on scholarship.

# SCHOLARSHIPS - APPLY TODAY!

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## Academic Scholarships

Academic scholarships are monetary awards used to support post-secondary education. Monies are sent directly to the recipient and are to be used for tuition, books, or room and board. Scholarship recipients must ensure that the money is used responsibly. Applicants may pursue any course of study. Four types of academic scholarships are offered:

- **Undergraduate Scholarships** are awarded to selected applicants who have completed less than 60 credit hours prior to the start of the fall semester in which the scholarship is awarded.
- **Advanced Undergraduate Scholarships** are awarded to selected applicants who have completed at least 60 credit hours prior to the start of the fall semester in which the scholarship is awarded.
- **Graduate Scholarships** are awarded to selected applicants who have, or will have by the end of the academic year, a bachelor's degree from an accredited college or university.
- **Technical/Vocational Scholarships** are awarded to selected applicants who will be attending a post-secondary trade, technical, or vocational school.

### Special Eligibility Requirements

1. Must be a high school graduate or hold a GED;
2. Must be accepted to a college/school or provide proof that an application has been made;
3. Must attend an accredited post-secondary school or college.

**Application Requirements** (Attach the following to the CAPF 95 and forward to HQ CAP/LMPN)

1. Official high school or college transcripts for the past three years;
2. Scores on ACT/SAT college entrance exams (graduate students may substitute MAT/GRE);
3. Statement of acceptance from an accredited college or university or proof that application has been made;
4. Recent photo demonstrating proper wear of the CAP uniform;
5. No more than three (3) letters of recommendation;

### Selection Procedures

A scholarship committee selected by HQ CAP/LMP will score the applications. The committee evaluates applicants in the following areas: academic achievement, CAP accomplishments and activities, and extra-curricular or community service activities. HQ CAP will announce scholarship winners by 28 February via the CAP scholarship webpage.

### Special Awards

The top six applicants for academic scholarships, as scored by the scholarship committee, will each receive a \$1,000 scholarship sponsored by USAA or Who's Who Among American High School Students, in lieu of a CAP Corporate Scholarship of lesser value.

## Auburn University Engineering

Auburn University in Auburn, Alabama, may award a \$6,600 scholarship to a CAP cadet who will major in textile engineering, textile chemistry, or textile management and technology at Auburn. The recipient would study in a department that performs research affecting aircraft structures, NASA satellites and rocket motor nozzles, bullet-proofing, and other aerospace applications. "E-Tech" graduates are especially encouraged to apply.

**To apply**, follow the procedures listed above for academic scholarships and apply for admission to Auburn University. Thereafter, HQ CAP will provide additional information on how to complete special application procedures required by Auburn.

For more information about textile engineering at Auburn, visit [www.eng.auburn.edu/departments/te/](http://www.eng.auburn.edu/departments/te/).

## Spartan School of Aeronautics

Spartan School of Aeronautics offers up to twenty-six \$2,500 scholarships to CAP members enrolling in their program, which is located in Tulsa, OK. Senior members are also eligible to apply. To find out more about Spartan School of Aeronautics visit [www.spartan.edu](http://www.spartan.edu).

## Dowling College School of Aviation

Dowling College annually sponsors one 1-year scholarship (valued at about \$9,000) and two 1-year scholarships (valued at about \$4,000) for CAP members who enroll at the Dowling College School of Aviation. This scholarship is also open to senior members. For more information about Dowling College, visit [www.dowling.edu](http://www.dowling.edu).

## Embry-Riddle University Col Louisa Spruance Morse Scholarships

Embry-Riddle Aeronautical University makes three \$1,000 scholarships available to members who enroll at their university and have completed the first semester of AFROTC. See the Embry-Riddle AFROTC department full details. Do not apply for these scholarships through HQ CAP. This scholarship is also open to senior members.

*THOUSANDS OF DOLLARS in scholarships go unused.*  
▶ **apply today.**



# SCHOLARSHIPS - APPLY TODAY!

*Thousands and Thousands of Dollars Available for School and Flying*

## Order of Daedalians Flight Scholarships

The Order of Daedalians, a national fraternity of military pilots, awards five \$2,100 flight scholarships in the name of former CAP National Commander Maj Gen Lucas V Beau to help deserving CAP cadets earn their FAA private pilot's license (the scholarship may not be used to obtain additional ratings). Applicants who have earned their solo badge or graduated from an aerospace-related special activity are especially encouraged to apply.

### Special Eligibility Requirements

1. Be a current CAP cadet and aspiring military aviator;
2. Have earned the Billy Mitchell Award;
3. Be at least 16, but not have turned 19, on 1 June 2004;
4. Possess vision 20/50 or better (corrected to 20/20);
5. Apply using CAPE 95. Younger cadets, who are unable to provide SAT/ACT scores or college information, should attach a short note of explanation.
6. Send the completed application to HQ CAP/LMPN, post marked by **1 March**.
7. Semi-finalists will be required to participate in a telephone interview in March.

HQ CAP screens and rank-orders the applications. The Daedalians make the final selection and announce their decision in May. Scholarships are paid by reimbursing flight training expenses incurred between 1 June 2004 and 31 May 2005. All applicants will automatically be considered for a CAP General Aviation Flight Scholarship.

## USAF Chief of Staff Scholarship

A \$1,500 college scholarship is automatically awarded in the name of the USAF Chief of Staff to Civil Air Patrol's Cadet of the Year. For more information about the Cadet of the Year Award, see CAPR 39-3.

## Clara E. Livingston Cadet Scholarship

This \$3,000 educational scholarship, named after an aviation pioneer, CAP member during Word War II, and former Puerto Rico wing commander, is available only to Puerto Rico cadets (as stated in Col Livingston's will). For more details, contact Puerto Rico Wing.

## ADVISE YOUR ADVISOR

Read the new CAPP 52-19: Cadet Advisory Council Guide

download it ► [cap.gov](http://cap.gov)

## General Aviation Flight Scholarships

CAP may offer General Aviation Flight Scholarship(s) to help cadets attain a private pilot's license. The number of scholarships and the award amount will depend on funds available. Applicants who have earned their solo badge or graduated from an aerospace-related special activity are especially encouraged to apply.

### Special Eligibility Requirements

1. Be a current CAP cadet
2. Have earned the Mitchell Award
3. Be at least 16 on 1 June 2004.
4. Apply using; CAPE 95. Younger cadets, who are unable to provide SAT/ACT scores or college information, should attach a short note of explanation.
5. Send the completed application to HQ CAP/LMPN, post-marked by **1 March**.

## The Spaatz Association Aerospace Leadership Scholarship

The Spaatz Association annually sponsors scholarships to help CAP cadets advance their flight training from solo to private pilot. A limited amount of the scholarship may also be used to attend a CAP leadership activity.

### Special Eligibility Requirements

1. Be a current CAP cadet who has earned the Mitchell Award;
2. Have earned solo wings in a powered aircraft;
3. Maintain a 3.0 GPA (normalized);
4. Have not been selected for a similar scholarship or grant.

For application procedures and deadlines, visit [www.spaatz.org](http://www.spaatz.org). While HQ CAP helps publicize this scholarship, it is funded by The Spaatz Association, which selects the scholarship recipients. Apply directly to The Spaatz Association, not HQ CAP.



## Investigate

these scholarship opportunities!

Page 4  
Auburn University Engineering  
Dowling College School of Aviation  
Spartan School of Aeronautics

Page 6  
USAF Academy Preparatory School

-MANY SCHOLARSHIPS GO UNUSED-

# SCHOLARSHIPS - APPLY TODAY!

*Thousands and Thousands of Dollars Available for School and Flying*

## U.S. Air Force Academy Preparatory School

Each year HQ CAP submits recommendations to the U.S. Air Force Academy for one cadet to attend the Academy's Preparatory School. The Prep School's one-year program (valued at over \$32,500) greatly increases a student's potential for admission to the Academy. It is a fantastic opportunity for cadets who might not otherwise qualify for appointment to the Academy.

In recent years, USAFA officials have exceeded their annual commitment of admitting one CAP cadet to the Prep School. For each of the past few years, USAFA has selected from among the HQ CAP recommendations a couple cadets to attend the Academy; a couple cadets to attend the Prep School; and awarded a couple cadets Falcon Foundation Scholarships, which have helped them eventually earn appointments to the Academy.

All cadets aspiring to attend the Academy are *strongly urged* to apply for CAP's USAFA Prep School recommendation.

### Eligibility Requirements

1. Be a current CAP cadet and have earned the Mitchell Award;
2. Be at least 17, but not yet 22, on 1 July of the admitting year;
3. Be a US citizen, or assured of citizenship before graduation;
4. Be unmarried and have no legal dependents;
5. Be of high moral character;
6. Be medically qualified for an appointment to USAFA.
7. Not have previously attended a service academy.

**Application Requirements** Application for CAP's recommendation to the USAFA Preparatory School is a two part process:

### Part A: USAFA Application

Applicants must first apply directly to the USAFA using the USAFA Application for Admission, available at [www.academyadmissions.com](http://www.academyadmissions.com). Cadets must request the application by 31 December of their senior year. USAFA must receive the completed application by 31 January.

### Part B: Civil Air Patrol Application

Complete a CAPE 95. Attach all documents required of academic scholarships (see page 3), plus:

1. A memo stating you are single and have no legal dependents;
2. A copy of your birth certificate;
3. A recent full-length 4x6 photo in the AF-style blue uniform;
4. Letters of recommendation (maximum 4);
5. Applicants under age 18: A parent must include a signed memo stating they will permit their son or daughter to attend the Prep School if offered admission.

### Selection Procedures

A scholarship committee selected by HQ CAP/LMP will grade the applications and select cadets to recommend to USAFA officials using the following criteria:

1. SAT or ACT scores;
2. High school academic record, including GPA, type and level of courses, AP test scores, attendance, and scholastic awards;
3. Performance as a CAP cadet including achievement level, participation in activities, demonstrated leadership ability, and physical fitness;
4. Extracurricular activities outside of CAP including youth and church organizations, school and sports activities, and community service;
5. Proper wear of the CAP uniform, as shown in the photograph;
6. Other factors including unit and wing commander endorsements, letters of recommendation, and demonstrated leadership potential.

Applications receiving CAP recommendations will be forwarded to USAFA. Academy officials make the final selection(s) and announce them in the spring, usually in April.

## SCHOLARSHIP APPLICATION FLOWCHART

This simplified flowchart describes the application procedures for all scholarships, unless otherwise noted in the scholarship description. See page 3 for more details.

- 1 Submit scholarship application package to squadron commander
- 2 Submit endorsed application package to wing commander
- 3 Submit endorsed application package to HQ CAP/LMPN, postmarked by 31 January 2004. Check application status at [cap.gov](http://cap.gov).
- 4 Scholarship Committee announces selections by 28 February 2004.
- 5 Scholarship winners receive checks by 31 March 2004.

Each applicant is responsible for ensuring all required materials are submitted to HQ CAP on time and to check the status of their application on-line.

Start preparing for the Academy early ► [academyadmissions.com](http://academyadmissions.com)